



FREMONT PLANNING BOARD

April 21, 2010

Meeting Minutes

Approved April 28, 2010

Present: Chairman Roger Barham, Vice-Chair and CC Rep. John (Jack) Karcz, Selectman Brett Hunter, Members John (Jack) Downing, Derek Downing, Alt./ Building Official Thom Roy, and Land Use AA/Recording Secretary Meredith Bolduc.

Mr. Barham opened the meeting at 7:05 pm.

MINUTES

Mr. Karcz made the motion to approve the minutes of the March 24, 2010 meeting as written. Motion seconded by Mr. J. Downing with unanimous favorable vote except for Mr. D. Downing who abstained as he was not present at that meeting.

Mr. D. Downing made the motion to approve the minutes of the April 7, 2010 meeting as written. Motion seconded by Mr. J. Downing with unanimous favorable vote except for Mr. Karcz who abstained as he was not present at that meeting.

CTAP PHASE 1

Mr. Groth reported that the Housing Chapter of the Master Plan is the only project left from Phase I of CTAP funding. He said that he is working on it and he hopes to have it to the Board by the next meeting.

CTAP PHASE II- DARK SKIES; FUTURE LAND USE; MASTER AUDIT

Mr. Groth said there is nothing to report on any of the CTAP Phase II projects other than that RPC is preparing to move forward with the projects.

CAPITAL IMPROVEMENTS PROGRAM (CIP) PROCESS

As part of the 2010 Targeted Block Grant (TGB) (completion date of June 30, 2010), on December 30, 2009 the Board contracted with RPC to work with the Planning Board, department heads and the office of Selectmen to establish a defined annual update process for the Capital Improvements Program. This included the preparation and submittal of materials as well as establishing protocols and submission deadlines that will streamline the annual update process. RPC is to provide one (1) final copy of all elements of the CIP annual update process.

Mr. Groth reported that he has discussed the CIP process with RPC Assistant Director Glen Greenwood. He said that once there is contact information from the departments RPC will operate on behalf of the Planning Board to facilitate meetings. Mr. Barham said that it should be a 2-step process; 1) establishing the CIP process and 2) getting it delivered. There was a discussion relative

to when to have meetings that would accommodate department heads.

OPEN SPACE PLAN

The Board is waiting for Julie LaBranche to add the additional information to the Open Space report and submit it to for final review.

WATER RESOURCE MANAGEMENT PLAN – NRI Section of the Master Plan

The Board reviewed the Water Resource Management Plan that was previously forwarded electronically to all Members. There was an emphasis on section x.3 – Recommendations.

The Board agreed to the following:

- In the first paragraph: add “*or are ongoing*” after “accomplished” so the sentence reads; “The recommendations from two documents, the 1992 WRMPP and the Existing Natural Resources Chapter have been reviewed and those that have yet to be accomplished, or are ongoing, have been included below.”
- Delete: “The recommendation section for the 1992 WRMPP is reprinted below.”
- Under Non-Regulatory Programs:
 - Item 1: Is alright as written.
 - Item 2: Paragraph 2, sentence 2: change Oak Ridge to *Glen Oakes* and delete “in the center of Town”.
 - Items 3, 4, 5, 6, & 7: Mr. Groth will research the information for these sections.
- Item 8: Mr. Karcz will check the recent draft of the fluvial geomorphology study for water quality monitoring.
- Item 9: Is alright as written.
- Item 10: Delete
- Item 11: Add to the last sentence “Informed through the Exeter River Local Advisory Committee; ongoing.”
- Item 12: Delete
- Item 13: Delete
- Item 14: Paragraph 1): Add “unprotected” after “all” so sentence reads: “The Town should endeavor to compile an inventory of all unprotected underground storage tanks throughout the Town.” Delete all after this sentence.
- Under Regulatory Programs: The 1992 WRMPP will be reviewed to see which of these programs have already been accomplished and which ones need to remain in the plan.
- Recommendations from the Existing NRI: need to be verified.
- Designation of the Exeter River as a Rural River: Mr. Karcz will bring this issue to the Conservation Commission to see if this has been done.

Mr. Roy suggested that categories should be created to address the recommendations i.e. 1) Recommendation that has been completed; 2) how that recommendation got completed; and 3) remaining recommendation (s) to be completed.

The Board agreed that the amendment to the Water Resource Management Plan as submitted by Mr. Greenwood is not complete enough to send to Public Hearing for inclusion in the NRI Chapter of the Master Plan. The Members agreed to continue this review at the next meeting.

SITE PLAN REVIEW REGULATIONS AMENDMENTS

Major/Minor

Mr. Roy presented for reviewed some amendments to the Site Plan Review Regulations that were submitted by the Site Plan Review Sub-Committee. The intent of the amendments is to modifying the SPR process so that it will be less cumbersome for applicants who are seeking a permit for a minor commercial operation. When all proposed amendments are ready, including those that Town Engineer Dan Tatem is working on, the Board will schedule a Public Hearing for acceptance.

The fee amounts will remain the same.

The Board agreed to include the Site Plan Review amendments proposed by the Site Plan Review Sub-Committee for acceptance at a Public Hearing in the near future, along with the amendments that will be brought forward by Town Engineer Dan Tatem.

GEORGE MERRILL/FREMONT PARK

Map 4 Lot 015

Beede Hill Road

The Board received a 2010 excavation permit renewal application from George Merrill whose permit expires on July 1, 2010. Mr. Merrill has a benchmark in place in lieu of test pits. It was agreed that Mr. Karcz, Mr. Downing and Mr. Roy will visit the site at 10:30 am on May 3, 2010. They will also visit the site of the Galloway excavation pit on Shirkin Road at 11:00 am on May 3, 2010.

INCOMING CORRESPONDENCES

There were no incoming correspondences.

Mr. Karcz made the motion to adjourn at 9:15 pm.

Motion seconded by Mr. J. Downing with unanimous favorable vote.

Respectfully submitted,

Meredith Bolduc, Land Use AA/Recording Secretary

Next meeting: April 28, 2010.

ACTION ITEMS

From the April 21, 2010 meeting.

- Mr. Groth: WRMMP - Items 3, 4, 5, 6, & 7

PROJECTS PENDING WITH RPC

- CTAP DOT Build-out- funded with CTAP Phase I Funds = **\$10,000**; original completion date of October 28, 2009; moved to end of 2009 – near completion to date.
- Housing Chapter of the Master Plan - funded with CTAP Phase I Discretionary Funds = **\$5,000**; original completion date of December 2008, moved to September 23, 2009; then November 18, 2009; then December 31, 2009. Still pending.
- Inclusionary Housing Zoning Ordinance – funded with CTAP Phase I Discretionary Funds = **\$5,000**; original completion date of May 19, 2009; moved to November 4, 2009. Complete.
- Open Space Plan - funded with CTAP Funds = **\$10,000**; original completion date of May 19, 2009; moved to a tentative completion date of September 16, 2009; final presentation February 24, 2010.
- CTAP Road Map = January 13, 2010- Complete.
- Water Resource portion of the NRI Chapter of the Master Plan – funded with the Targeted Block Grant (TGB) and the Towns share (**\$2,000**) has been paid; original completion date of June 30, 2009; final draft August 5, 2009 – moved to August 31, 2009; then to November 4, 2009, then to end of 2009. Still pending.
- Dark Skies Ordinance - Funded with CTAP Phase II funds = **\$1,750**; completion date of August 1, 2010.
- Future Land Use MP Chapter Update- Funded with CTAP Phase II funds = **\$2,000**; completion date of August 1, 2010.
- Master Plan Audit - Funded with CTAP Phase II funds = **\$3,500**; completion date of August 1, 2010.
- Public Utilities Chapter of the MP update – Funded with the 2010 Targeted Block Grant; (TGB) completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009.
- GIS Maps for Public Utilities Chapter of the MP - Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009.
- CIP Annual Process - Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009.
- Provide one (1) final paper copy and one (1) electronic version of the updated MP. Provide one (1) final copy of all elements of the CIP annual update process- Funded with the 2010 Targeted Block Grant (TGB); completion date of June 30, 2010. Paid Towns share of **\$1,000** in December 2009.

Updated project timeline table below.

2009 – 2010 Rockingham Planning Projects – CTAP and Non-CTAP

CTAP Phase I

Projects CTAP Phase I	Status	2008 Dec	2009 19 May	2009 28 Oct	2009 04 Nov	2010 13 Jan	2010 17 Feb	2010 24 Feb	2010
Build Out	Pending Final product			Original Comple tion date			Final Presenta tion		
Housing MP	Pending	Projected Completion date							
Inclusionary Ordinance	Complete				Complete				
Open Space Plan	Pending Final product		Original completion date					Final Present ation	
CTAP Road	Complete					Complete			

Map

CTAP Phase II

Projects CTAP Phase II	Status	2010 1 Aug
Dark Skies Ordinance	Pending	Projected Completion date
Future Land Use MP Chapter	Pending	Projected Completion date
Master Plan Audit	Pending	Projected Completion date

NON-CTAP

Projects Non-CTAP	Status	2009 30 June	2010 30 June
WRMPP (2009 TBG)	Pending	Original Completion date	
Public Utilities - MP (2010 TBG)	Pending		Completion Date
GIS Maps for Public Utilities – MP (2010 TBG)	Pending		Completion Date
CIP Process Submittal Materials	Pending		Completion Date
1 final copy of updated MP, CIP elements	Pending		Completion Date
